

CLINTON/JACKSON ECI EXECUTIVE COMMITTEE MEETING MINUTES

Monday, December 15, 2014 - 8:00am, small board room

Clinton County Satellite Offices, 226 11th Street, DeWitt, Iowa

Board Members Present: Jack Willey, Linda Hledik

Staff Member Present: Jenny Kreiter

FY15 Financial Report(year & month)/Discussion: Jenny presented the bank statement and our fiscal agent monthly reports. The Executive Committee reviewed and signed bills. They also reviewed and signed Jenny's timesheet and cost allocation documentation. Jenny reviewed Tool SS which requires a completed mid year financial report due on or before 1-15-15. The Executive Committee Members reviewed the State Audit of FY14 ECI funds completed on 12-10-14 by James Moriarty, Assistant Auditor for the State. We had no comments requiring a response.

FY15 Contract Update: Jenny provided the Executive Committee Members with a request for a letter of support and to use our Board as a funder reference from Roger Pavey, CCR& R. He is in the process of putting together a proposal to provide 12 home based Early Head Start slots in rural Clinton County. If granted, the funding comes from the Department of Education. Jack signed the letter of recommendation.

Board Membership: Jenny reported that she has contacted Ashford University for potential candidates for Board Members. Jenny will be following through with phone calls and emails to identified candidates employed by the University.

Review of LOE materials: Jenny provided the Community Plan template and indicator trends update. Jenny has also talked with an employee of the Iowa Public Information Board who provided guidance on some minor adjustments the Board might choose to make regarding the current minutes format. The Executive Committee agreed with the minor adjustments.

Report on ECI Coordinator's Meeting12-3-14: Jenny did attend this meeting and provided a brief overview of the meeting and potential follow up documents regarding the Early Childhood Initiative Options.

The Executive Committee set the agenda for the next meeting in January. The Executive Committee will not meet in January.

Respectfully submitted by:

Jenny Kreiter, Director

Attachments can be viewed by contacting Jenny Kreiter at the Clinton County Satellite Offices.